

ADMINISTRATIVE - INTERNAL USE ONLY

OIT/TRIS
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1 SEP 1988

OIT-7221-88

26 AUG 1988

MEMORANDUM FOR: Director, Office of Training and Education

FROM: Edward J. Maloney
Director of Information Technology

SUBJECT: Decentralized ADP Support for Office of Training and Education

REFERENCE: OIT 1081-86, dtd 2 January 1987, Subj: ADP Support to DA Offices

1. Attached is a Memorandum of Agreement (MOA) which, once formalized, will obligate the Office of Information Technology (OIT) to provide decentralized data processing support to the Office of Training and Education (OTE). The terms of this agreement have been discussed among our respective staffs. We propose to establish a Dispersed Office Support (DOS) unit under your management co-located with your personnel. The DOS unit would provide software development, software maintenance, technical guidance, and office-wide ADP planning to your Office. Providing these activities on a decentralized basis will help ensure that OIT activities are responsive to your priorities.

2. In order to provide you with the proposed service, we will create a DOS unit of two OIT personnel and a number of your personnel who are directly involved in developing and maintaining OTE systems. We will, over time, provide two OIT personnel on a rotational basis. Initially under OTE management, the unit will adhere to OIT standards, policies, and practices in the development and maintenance of OTE systems. OIT will provide career management for the OIT personnel involved. Tasking and day-to-day priorities will be provided by OTE managers.

3. We request that you provide one of the two required slots for the OIT personnel. The staffing level for the DOS effort shall be reviewed annually by OTE and OIT. At the time you desire transfer of the DOS management to OIT, we will provide an MZ careerist for the slot you provide. Details of this proposal can be found in the attached MOA.

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4. We look forward to working with you in addressing the data processing needs of OTE. [redacted] Chief, Career Management Staff, Development Group, OIT, is responsible for administering this MOA. Please contact [redacted] with any questions you may have.

[redacted]
Edward J. Maloney

Attachment:
Memorandum of Agreement

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C/CMS/DG/[redacted] (1 Aug 88)

Distribution:
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1 - DG Chrono
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